

MINUTES OF THE SPECIAL MEETING  
HOUSING AUTHORITY OF THE CITY OF RENO  
BOARD OF COMMISSIONERS  
February 13, 2020

The special meeting of the Board of Commissioners of the Housing Authority of the City of Reno (Agency) was called to order by Chairman Scott at 1:06 pm on Thursday, February 13, 2020 in the Agency's Board Room.

**Commissioners Present**

Dick Scott, Chairman  
Mark Sullivan, Vice Chairman  
Mayor Hillary Schieve  
Alana Dixon-McAllister  
Barbara Wilhellms

**Staff Present**

Amy Jones, Executive Director  
Chuck Zeh, Legal Counsel  
Mishon Hurst, Deputy Executive Director  
Heidi McKendree, Director of Rental Assistance  
Brett Simerly, Director of Development  
Maribel Martinez, Director of Asset Management  
Brent Boynton, Community Outreach Coordinator  
Cathy Steed, Elderly Services Administrator  
Kathy Merrill, Executive Administrative Assistant

**Staff Absent**

**Others Present**

Donna Clontz, Age Friendly Livable Cities  
Garrett Gordon, Lewis Roca Rothgerber Christie LLP

There being a quorum present, the order of business was as follows:

- **Call to order and roll call.**
- **Receive introduction of guests.**

**Public Comment. Public comment, if any, must be limited to any item on the Agenda which is listed as an item for action by the Board. Comment from the public is limited to three minutes per person, under these items.**

Donna Clontz with Age Friendly Livable Cities gave a brief overview of the Senior Citizen Advisory Committee, which included the Reno/Tahoe Senior Games currently taking place. Clontz announced that, with the approval of Reno City Council, Reno become an age-friendly city. An action plan is currently under creation for a roadmap for different activities to make the community more age friendly. This designation allows older citizens the ability to access programs, needed assistance, parks and transportation. Many thanks went out to Brent Boynton and Cathy Steed for their support in assisting members of this organization with resources, meeting space and information.

Clontz advised the Board that the City of Reno is proposing to raise the recreation fees for seniors. Raising these fees could put many activities out of reach for lower income seniors. Clontz urged the Board to support the need to keep the recreation fees at their current rates in order to keep activities affordable to seniors. Commissioner Schieve indicated the recommendation to the City Council will be in support of keeping the recreation fees for seniors at their current level and further urged the members of the Board to support this effort.

➤ **Approval of agenda (For Possible Action)**

It was moved by Vice Chairman Sullivan to approve the agenda posted on February 7, 2020. Commissioner Dixon-McAllister seconded the motion. Hearing no further discussion, Chairman Scott called for the question. The vote was all ayes, no nays. Chairman Scott declared the motion carried and the agenda approved.

**1. Approval of the Closed Session minutes from the special Board meeting held February 5, 2020. (For Possible Action)**

This item has been tabled to the next meeting.

**2. Consider adoption of Resolution 20-02-01 RH authorizing the Executive Director to extend the due diligence period as identified in the Third Amendment of the Option and Purchase and Sale Agreement of the Sarrazin Arms Apartments (541 W. 3rd Street, Reno NV 89503) thus extending the due diligence period up to and including February 29, 2020. (For Possible Action)**

It was moved by Vice Chairman Sullivan to approve Resolution 20-02-01 RH. Commissioner Schieve seconded the motion. Hearing no further discussion, Chairman Scott called for the question. The vote was all ayes, no nays. Chairman Scott declared the motion carried and the Resolution approved.

**3. Closed Session: Sale of Sarrazin Arms Apartments (541 W. 3rd Street, Reno NV 89503) Option and Purchase and Sale Agreement. Closed session to deliberate on the Fourth Amendment to the Option to Purchase agreement being proposed by the seller, Reno Housing Authority. No action may be taken on this item during the closed session, but the Board may deliberate in private concerning the amendment being placed on the table as well as to consider possible options that might be available to the RHA as possible counter proposals.**

Chairman Scott called the meeting into the closed session at 1:19 pm where all non-essential staff exited the meeting. Vice Chairman Sullivan motioned to go into the closed session of the meeting. Commissioner Schieve seconded the motion. Hearing no further discussion, Chairman Scott called for the question. The vote was all ayes, no nays. Chairman Scott declared the motion carried and the meeting closed. Remaining in the closed session meeting were Chairman Scott, Vice Chairman Sullivan, Commissioner Schieve, Commission Dixon-McAllister, Commissioner Wilhelms, Legal Counsel Chuck Zeh, Executive Director Jones and Deputy Executive Director Hurst.

Commissioner Schieve left the meeting at 1:55 pm due to a prior engagement.

**4. Open Session: Sale of Sarrazin Arms Apartments (541 W. 3rd Street, Reno NV 89503) Option and Purchase and Sale Agreement. Open session to discuss Fourth Amendment**

**to the Option and Purchase and Sale Agreement proposed by the seller, Reno Housing Authority. The Board may accept, reject, counter or table the amendment option being presented. (For Possible Action)**

At 2:25 pm, Chairman Scott resumed the open meeting, inviting the public back into the meeting. Vice Chairman Sullivan motioned to open the meeting. Commissioner Dixon-McAllister seconded the motion. Hearing no further discussion, Chairman Scott called for the question. The vote was all ayes, no nays. Chairman Scott declared the motion carried and the meeting open.

Vice Chairman Sullivan motioned to reject the proposed Third Amendment to the Purchase and Sale Agreement. Commissioner Wilhelms seconded the motion. Hearing no further discussion, Chairman Scott called for the question. The vote was all ayes, no nays. Chairman Scott declared the motion carried.

Vice Chairman Sullivan motioned to authorize the Chair and Executive Director, with advice of legal counsel, to work with the buyer to extend the closing date and to advise the buyer of the rejection of the proposed Third Amendment. The Board is by in large, advising the buyer a counteroffer will be prepared. The motion further authorizes the Chair and Executive Director, with advice of legal counsel, to work with the buyer to extend the closing date and to prepare a counteroffer. Commissioner Wilhelms seconded the motion. Hearing no further discussion, Chairman Scott called for the question. The vote was all ayes, no nays. Chairman Scott declared the motion carried.

Staff will further work with the tenants to discuss the transaction. The Board recommended to pose an informational meeting with the tenants.

## **5. Additional items:**

- i) General matters of concern to Board Members regarding matters not appearing on the Agenda. (Discussion)  
There were no other matters of concern.
- ii) Reports on conferences and trainings. (Discussion)  
There were no reports on conferences and trainings.
- iii) Old and New Business. (Discussion)  
There were no Old or New Business to discuss.
- iv) Schedule of next meeting. The following dates have been scheduled in advance but are subject to change at any time: February 25, 2020; March 24, 2020 and April 28, 2020. (For Possible Action)

**13. Public Comment. The opportunity for public comment is reserved for any matter within the jurisdiction of the Board. No action on such an item may be taken by the Board unless and until the matter has been noticed as an action item. Comment from the public is limited to three minutes per person.**

There was no public to comment.

#### **14. Adjournment. (For Possible Action)**

Commissioner Wilhelms moved to adjourn the meeting. Commissioner Dixon-McAllister seconded the motion. Hearing no further discussion, Chairman Scott called for the question. The vote was all ayes and no nays. Chairman Scott declared the motion carried and the meeting adjourned at 2:33 pm.